

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 19  
FEBRUARY 8, 2012 – WORK SESSIONS**

**Island County Auditor  
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor on Wednesday, February 8, 2012 at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
                                 Kelly Emerson, Member  
                                 Angie Homola, Member

**Present:**                      Sheilah Crider, Auditor, Anne LaCour

**Others Present:**    Elaine Marlow, Budget Director, Jeff Lauderdale, Rufus Rose

Record Part 1 @00:50

**Subject/Description: Redistricting**

**Attachment:** none

**Action Requested:** Schedule Public Hearing on the Redistricting Proposed Precinct Boundaries Adjustments and Voter Allocations to the new precincts.

**Follow up:** Okay to move forward to schedule public hearing for either April 2<sup>nd</sup> or April 9<sup>th</sup>, 2012.

**Subject/Description: HAVA Grant/Interlocal Agreement**

**Attachment:**

**Action Requested:** Grant Agreement (HAVA) from the Washington State Secretary of State, Elections Division, for funding of a 2012 Accessibility Coordinator for Island, Skagit, San Juan, and Whatcom Counties for election assistance to individuals with disabilities; Amount: \$80,000.00

Interlocal Cooperative Agreement with Skagit, San Juan, and Whatcom Counties for Elections Accessibility Coordinator (HAVA Grant)

**Follow up:** Okay to bring forward to Monday's meeting.

**Subject/Description: Drainage District Commissioner vacancies**

**Attachment:** none

**Information:** Sheilah briefed the Board on the need to either dissolve or fill the long term vacancies in Drainage District No. 5 & 7.

**Subject/Description: Revision to the Island County Policies and Procedures**

**Attachment:** none

**Action Requested:** Allow for the uniform use of Laserfiche for departments of the County. The objective is to take a proactive approach to assist departments who want to acquire their own equipment and scan their documents to do so while following the Washington State Records Retention schedules.

**Follow up:** Bring forward to roundtable in February.

**Subject/Description: New fee for the voter registration database**

**Attachment:** none

**Discussion:** Postponed.

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## Summary Minutes

Room, B-102, Coupeville, WA. Present were:

**Kelly Emerson, Member**  
**Angie Homola, Member**

**Jackie Henderson, Director, Lynda Richards**

**Elaine Marlow, Budget Director, Jeff Lauderdale, Rufus Rose**

Record Part 1 @ 15:05

**Subject/Description: Housing Assistance RFP process – status update**

**Attachment:** Housing Assistance Proposals

**Discussion:** Lynda Richards reviewed the projects and funding requests from the various agencies.

## Summary Minutes

Room, B-102, Coupeville, WA. Present were:

**Kelly Emerson, Member**  
**Angie Homola, Member**

**Mary Engle, Assessor**

**Elaine Marlow, Budget Director, Jeff Lauderdale, Rufus Rose**

Record Part 1 @34:00

**Subject/Description: Farm/AG Advisory Committee**

**Attachment:** yes

**Discussion:** Advertised twice, received 3 applications.

**Follow up:** Mary Engle will communicate with Skagit County to discuss how their Farm/AG committee works and report back to the Board.

**Subject/Description:** Fee schedule for Current Use properties

**Attachment:** draft resolution

**Action Requested:** Approval to move forward with resolution adopting the Island County Assessor Fee Schedule for Open Space property tax reduction programs.

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Additional language added to Exhibit A: Withdrawal Estimate: 1<sup>st</sup> withdrawal estimate for a parcel at no charge. Subsequent estimates during following 6 months will be charged a fee.

**Follow up:** Okay with Commissioner Price Johnson and Commissioner Homola to move forward with resolution and schedule public hearing.

**Island County Treasurer**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Treasurer on Wednesday, February 8, 2012, at 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
                                 Kelly Emerson, Member  
                                 Angie Homola, Member

**Present:** Ana María d Nunez, Treasurer, Jill Smith

**Others Present:** Elaine Marlow, Budget Director, Jeff Lauderdale, Rufus Rose

Record Part 1 @45:18

**Subject/Description: Real Property Auction results**

**Attachment:** draft resolution

**Information:** Jill Smith reported that the Treasurer's office went to auction with 18 parcels; 17 of the 18 were sold. Total foreclosure sales were \$283,823.40, of which \$213,123.24 was surplus. There are 4 parcels remaining on the Tax Title roster.

**Subject/Description: Sale of Tax Title property to Public Works**

**Attachment:** draft resolution

**Action Requested:** Approval of Resolution for Order For Sale of Tax-Title Property (Private Negotiation). Parcel # R13113-156-2100, Property Tax ID# 8725 did not sell at the Real Property Foreclosure Auction on January 19, 2012. Per RCW 36.35.150 Tax Title property can be sold, with private negotiation, without a call for bids, if the sale is made to any governmental agency and for public purpose. The minimum bid for this property is \$1371.14.

**Follow up:** Okay with Board to move forward with resolution.

**Subject/Description: Change in Certificate of Delinquency for 2012**

**Attachment:** draft resolution

**Action Requested:** Approval to change the requirement for redemption of properties noted in the 2012 Certificate of Delinquency from payments of all years' unpaid taxes, interest, penalties and costs to payment of the earliest year's unpaid taxes, interest, penalties and costs.

**Follow up:** Okay with Board to move forward with resolution.

**WSU / Extension Services**  
**Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, February 8, 2012, at 10:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
   Kelly Emerson, Member  
   Angie Homola, Member

**Staff Present:** Tim Lawrence, Director, Lynette Goodell

**Others Present:** Elaine Marlow, Budget Director

Record Part 1 @57:50

**Subject/Description:** Services Agreement – MRC – Dan Pedersen

**Attachment:** agreement

**Action Requested:** Approval of Services Agreement between Island County, through its Marine Resources Committee and Dan Pedersen to provide services as the Communications Manager of the Marine Resources Committee; Period of Performance: January 1, 2012 through June 30, 2012. (funded by MRC Grant Agreement No. G1200287)

**Follow up:** Okay with Board to move forward to a Monday meeting.

**Subject/Description:** Services Agreement – MRC - Porter Group LLC

**Attachment:**

**Action Requested:** Approval of Services Agreement between Island County, through its Marine Resources Committee and Porter Group LLC to provide services as the Executive Director of the Marine Resources Committee; Period of Performance: January 1, 2012 through June 30, 2012. (funded by MRC Grant Agreement No. G1200287)

**Follow up:** Okay with Board to move forward to a Monday meeting.

**Subject/Description:** Update on Island County Noxious Weed Coordinator

**Attachment:** none

**Information:** Applicant selected for Noxious Weed Coordinator declined position. Position reposted.

**Subject/Description:** General update on WSU Extension

**Attachment:**

**Information:**

- Successful Sound Waters on Saturday, February 4<sup>th</sup>, in Langley.
- Whidbey Garden Workshop scheduled for March 10<sup>th</sup>.
- Meeting on February 7<sup>th</sup> with broadband providers to discuss permitting process.
- Meeting scheduled for March 6<sup>th</sup> to discuss higher education opportunities, partnering with EDC.

**Administrative Services**  
**Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, February 8, 2012 at 10:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 23  
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**County Commissioners:** Helen Price Johnson, Chair                      **Staff:** Pam Dill  
   Kelly Emerson, Member  
   Angie Homola, Member

**Staff Present:** Melanie Bacon, Human Resource Director, Bruce Rohm, Betty Kemp, Don Mason, Bob Thomas

**Others Present:** Elaine Marlow, Budget Director, Brooke Powell, Diane Vaughn

Record Part 1@01:11:04

**GSA**

**Subject/Description:** Interagency Agreement between Island County and Washington State Ag Dept-Fairs Program

**Attachment:** Interagency Agreement

**Action Requested:** Approval of Interagency Agreement between IC and Washington State Ag Dept – Fairs Program for re-roofing Burrier Building; Number K839; Term of Contract: July 31, 2013; Grant Amount: \$20,000.00.

**Follow up:** Okay with Board.

**Subject/Description:** Interagency Agreement between Island County and Washington State Ag Dept-Fairs Program

**Attachment:** Interagency Agreement

**Action Requested:** Approval of Interagency Agreement between IC and Washington State Ag Dept – Fairs Program for re-roofing Malone Building; Number K840; Term of Contract: July 31, 2013; Grant Amount: \$20,000.00.

**Follow up:** Okay with Board.

**Subject/Description:** Island County Fair request

**Attachment:** Ltr dated 1/25/12 from Sandey Brandon, Fair Administrator, and Bruce Rohm

**Action Requested:** Island County Fair Association has requested \$10,000.00 of the REET allocation toward fairgrounds improvements for the year 2013 be moved into 2012 in order to satisfy the matching fund requirement for the Washington State Department of Agriculture grants received to re-roof the Burrier and Malone buildings.

**Follow up:** Okay with Board.

**Human Resources**

**Subject/Description:** PAA's

**Attachment:** none

**Action Requested:**

- Auditor – 3 month CPA – budgeted item
- Human Services – Substance Abuse Treatment Counselor – C11- replacement position
- Juvenile Detention: Juvenile Detention Officer – C9 – replacement position

**Follow up:** Okay with Board.

**Central Services**

**Subject/Description:** Discuss PDRs

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**Attachment:** none

**Discussion:** Discussion on the issue of onerous Public Records Requests.

**Administrative Services**

**Subject/Description:** Leadership options

**Attachment:** none

**Discussion:** Melanie recommended continuing with budget-neutral interim leadership using current staff, through the end of the year. There was consensus from the Board for Elaine Marlow to be Director of Budget, GSA and IT. Dan Sherk will remain Facilities Director. The Administrative Services group will continue to meet regularly and provide updates to the Board.

**Chairman's Agenda**  
**Summary Minutes**

The County Commissioners met during Chairman's portion of Work Session on Wednesday, February 8, 2012, at 11:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Kelly Emerson, Member  
Angie Homola, Member

**Staff:** Pam Dill

**Staff Present:** Elaine Marlow, Budget Director

**Others Present:** Nicole McIntosh, Hadley Rodero, Ralph Young, Ferry Advisory Committee, Rufus Rose

Record Part 1 @01:41:43

**Subject/Description:** Mukilteo Multimodal Project Briefing

**Attachments:** yes

**Discussion:** Nicole McIntosh, Design Engineering Manager, provided an overview of the Draft Environmental Impact Statement issued for the Mukilteo Ferry terminal; discussed the benefits and consequences of each of the four proposed alternatives; funding and the next steps.

**Chairman's Agenda**  
**Summary Minutes**

The County Commissioners met during Chairman's portion of Work Session on Wednesday, February 8, 2012, at 11:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Kelly Emerson, Member  
Angie Homola, Member

**Staff:** Pam Dill

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**Staff Present:** Elaine Marlow, Budget Director, Jackie Henderson, Rufus Rose

**Others Present:** Chuck Benjamin, Executive Director, Greg Long, Deputy Director, Lisa Grosso, Operations Manager

Record Part 1 @02:12:58

**Subject/Description:** Presentation by North Sound Mental Health Administration on Health Care Reform

**Attachments:** Powerpoint

**Discussion:** Chuck Benjamin, Executive Director, NSMHA, briefed the Board on the formation of a Regional Healthcare Alliance (RHA), what the change would mean to the North Sound Region and what action is needed from the county.

**Follow up:** Report back to the Board on the commitment and support from San Juan, Skagit, Snohomish and Whatcom counties.

**Budget Director**  
**Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, February 8, 2012, at 12:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Helen Price Johnson, Chair  
Kelly Emerson, Member  
Angie Homola, Member

**Staff:** Pam Dill

**Staff Present:** Elaine Marlow, Budget Director

Record Part 1 @2:59:48

**Subject/Description:** Equitable Sharing Agreement and Certification with the Department of Justice

**Attachments:** yes

**Action Requested:** Annual Equitable Sharing Agreement and Annual Certification Report with the Department of Justice.

**Follow-up:** Okay with Board to move forward for signature.

**Subject/Description:** Letter of support to nominate Port Susan and Skagit Bays for designation as a Site of Regional Importance within the Western Hemisphere Shorebird Reserve Network

**Attachments:** sample letter and email from Ruth Milner, WDFW District Wildlife Biologist

**Action Requested:** Approval to move forward with letter of support.

**Follow-up:** Commissioner Homola moved to authorize the Chair to sign the letter of support. The motion was seconded by Commissioner Emerson and carried with a vote of two in favor and one abstention. Commissioner Emerson abstained.

**Subject/Description:** BOCC Out of County Travel Guidelines

**Attachments:** yes

**Action Requested:** Postponed.

**Follow-up:**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 26**  
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BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Helen Price Johnson, Chair

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Kelly Emerson, Member

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Angie Homola, Member

ATTEST:

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Elaine Marlow, Clerk of the Board